



### ADP BULLETIN

<b>Title</b> <b>FINAL DISKETTE FOR TRANSMITTING FINAL FISCAL YEAR 1997-98 COMBINED NEGOTIATED NET AMOUNT AND DRUG/MEDI-CAL CONTRACT OR SINGLE NEGOTIATED NET AMOUNT CONTRACT</b>		<b>Issue Date:</b>  <b>Expiration Date:</b> <b>Until Notified</b>	<b>Issue No.</b>  98-xx
Deputy Director Approval    GLORIA J. MERK, II Programs Operations Division	<b>Function</b>  <input type="checkbox"/> Information Management <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Service Delivery <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Administration	<b>Supersedes Bulletin/ADP Letter No.</b>  N/A	

### PURPOSE

This bulletin is being sent to inform counties of the Final Amendment for the Fiscal Year (FY)1997-98 combined Negotiated Net Amount (NNA) and Drug/Medi-Cal (D/MC) Contract or single NNA Contract submission process and to inform the counties of new changes to the diskette.

### DISCUSSION

The Department of Alcohol and Drug Programs (ADP) has enclosed a new diskette (V.3) for transmitting amendments for final FY 1997-98 combined NNA and D/MC Contract or single NNA Contract. Enclosed are the following materials to help in the preparation of your revised contract budget:

- ! Preprogrammed PARADOX NNA-D/MC diskette, and
- ! New changes for this amendment

The data contained on your diskette represents information reflected in the last allocation for the FY 1997-98 contract amendment. Please be aware that the NNA and D/MC data may have changed due to line additions and deletions explained below.

To complete the fiscal detail worksheets in PARADOX, you will need an IBM-compatible personal computer with WINDOWS software version 3.1 (or higher), a mouse, an EGA monitor (or higher), a WINDOWS-compatible printer, and PARADOX Runtime. If you no longer have the installation diskette for PARADOX Runtime, please contact Yue Kang, Programming Specialist, Computer Services Section, at (916) 323-0519.

Revised Program Code and Service Code Lists for FY 1997-98 are enclosed.

### **Funding Line Changes**

- ! Line 57a, SSI/DA/HIV, can now only be budgeted for service code 65 (Ancillary Services). Counties will need to redirect these funds to this service code upon completion of final amendment.
- ! Line 58a has been added for Private Industry Councils (PIC) funding.
- ! Line 89a has been added for Penal Code (PC) 1000 Administrative Fees collected (from drug diversion services programs)

### **Service Code Changes**

- ! Service code 33, for D/MC programs provider budgets for D/MC must include the total number of individuals in group sessions.
- ! If Service code 40 and/or 45 are budgeted, then counseling must be Budgeted under service codes 46 and 47, as well.
- ! Service codes 40, 43, 45, 46 and 47 can now use funding lines 82a, 82b, 84, and 85.
- ! The unit of service for Service Code 24 (Mentor Services), has changed to Staff hours from Mentor Hours. Staff are those hours devoted to implementing CMI. Mentor Hours are actual hours spent by a mentor with a mentee. Mentor Hours are to be captured in the field Titled Adescriptions.≡
- ! Counties are also encouraged to refer to ADP Bulletin #98-09 for CalWORKs and Drug Court program code and Service code additions.

When submitting your amended FY 1997-98 contract proposal, please use the enclosed mailer with ADP label (Attention: Kathleen West, Contracts Management Branch, Fourth Floor) and send a completed diskette and one hard copy of the forms generated from the data on the diskette.

### **REFERENCES**

FY 1997-98 Combined NNA and D/MC Contract Boilerplate and NNA only Boilerplate

FY 1997-98 Allocation dated March 5, 1998. (ADP Bulletin # 98-06)

### **HISTORY**

California has submitted its Welfare-to-Work State Plan to the United States Department of Labor (DOL) for federal approval. The Employment Development Department (EDD) is the single state agency responsible for administering the \$363 million in federal Welfare-to-Work grant funds. Once federal approval is obtained, California is required to pass through 85% of the monies to local Private Industry

Councils (PICs), which are responsible for California's job training program in specific delivery areas. The majority of the remaining 15% will be allocated on a competitive bases to local entities, including cities, counties, community-based organizations, and faith-based organizations. Some of these funds can be used for job retention and support services including substance abuse treatment, if such services are not already available. ADP has been asked to track funds from EDD being used for substance abuse through the NNA Contract process. Identify these funds on Line 58a.

### **QUESTIONS/MAINTENANCE**

The NNA-D/MC V.3 diskette and hard copy of the budget are due to the Department by close of business on **May 1, 1998**. However, we realize that this diskette was sent late. If you have difficulty meeting the deadline, please call your analyst.

Thank you for your continued assistance and support as we begin the final phase of the FY 1997-98 NNA-D/MC Contract period.

### **EXHIBITS**

- 1) Service Codes List for FY1997-98
- 2) Service Codes Definitions
- 3) Program Code List for FY 1997-98
- 4) User Instruction Guide
- 5) Diskette

To obtain any of these items, please contact Claudio Mejia, Contracts Management Branch, at (916) 324-3965.

E-mail:

[cmejia@adp.state.ca.us](mailto:cmejia@adp.state.ca.us)

### **DISTRIBUTION**

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